

## Freedom of Information Act Status Report

### July 1, 2015 – September 30, 2015

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#### Region 4

FOIA Processing Status	1 <sup>st</sup> Qtr	2 <sup>nd</sup> Qtr	3 <sup>rd</sup> Qtr	4 <sup>th</sup> Qtr
Requests pending at beginning of quarter	88	136	125	140
Requests received during quarter	210	467	251	208
Requests processed during quarter	173	473	256	213
Requests pending at end of quarter	125	130	120	135
Requests backlogged at end of quarter	57	44	45	65
Percentage of requests backlogged at end of quarter	46%	34%	38%	48%

Freedom of  
Information Act  
Officer:

Louann Gross

Reporting Period:  
FY 2015 4th Qtr.

Oldest Requests for Region 4	Date Received
EPA-R4-2013-009010	08/12/2013
EPA-R4-2014-003271	02/03/2014
EPA-R4-2014-009186	08/05/2014
EPA-R4-2014-009538	08/15/2014
EPA-R4-2014-009803	08/25/2014
EPA-R4-2015-000015	10/01/2014
EPA-R4-2015-000018	10/01/2014
EPA-R4-2015-000054	10/01/2014
EPA-R4-2015-000104	10/03/2014
EPA-R4-2015-000260	10/07/2014

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Office of Environmental Information  
National Freedom of Information Act Program

*Note: Please see page 2 for Status Report legend.*

## **Status Report Legend**

- **Requests pending at the beginning of the quarter:** Number of FOIA requests received prior to the beginning of the quarter and remaining open at the beginning of the quarter.
- **Requests received during the quarter:** Number of FOIA requests received anytime from the first day of the quarter through the last day of the quarter.
- **Requests processed during the quarter:** Number of FOIA requests processed anytime from the first day of the quarter through the last day of the quarter.
- **Requests pending at the end of the quarter:** Number of FOIA requests that have not been closed by the end of the quarter, including those still being processed within the 20 working day time limit and those for which processing has exceeded the 20 working day time limit.
- **Requests backlogged at the end of the quarter:** Number of FOIA requests remaining at the end of the quarter for which the processing period has exceeded the 20 working day time limit (regardless of whether an extension has been granted).
- **Percentage of requests backlogged at the end of the quarter:** Percentage of FOIA requests remaining at the end of the quarter for which the processing period has exceeded the 20 working day time limit (regardless of whether a time period extension has been granted for processing a FOIA).